

**City of Hayward
Citizens Advisory Commission**

**Regular Meeting
Wednesday, May 18, 2005
Hayward City Hall - Room 2A, 2nd Floor
777 B Street, Hayward, California
6:30pm**

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Public Comments: *(NOTE: The Public Comments section provides an opportunity to address the Citizens Advisory Commission {CAC} on items not listed on the agenda. The Commission welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. Approval of March 16, 2005, CAC Meeting Summary Notes
- VI. Approval of April 20, 2005 CAC Summary Notes
- VII. Program Activities At, and Operating Budget for, the Matt Jimenez Community Center (formerly known as the Hayward Boys and Girls Club):
 - Mr. Sean Lange, Recreation Supervisor, HARD
- VIII. Funding Process Debrief Re: May 3, 2005 City Council Work Session and May 10, 2005 City Council Community Development Block Grant Public Hearing
- IX. Discussion: FY 05-06 CAC Areas of Interest / Focus
- X. CAC Annual Dinner Meeting Committee Report
- XI. Staff Report (Non-action items)
 - A. CDBG Financial Summary (Year-to-Date)
 - B. CDBG-Related Announcements / Advisories
 - D. Status of CDBG Funds at Federal Level

(over)

XII. Future Agenda Items

- Fall 2005 CDBG Funded Projects Tour (July)
- Other...

XIII. General Announcements (Non-Action Items)

XIV. Adjournment

CAC summary notes are available by fax, e-mail, or regular mail. For more information, please call (510) 583-4250.

Please do not wear scented products. Persons with environmental sensitivities may be in attendance. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 72 hours in advance of the meeting by calling (510) 583-4250, or by calling the TDD line for those with speech and hearing disabilities at (510) 247-3340.



CITY OF HAYWARD
Citizens Advisory Commission
Summary Notes
April 20, 2005

CDBG - Funded Agency Tour
2pm - 5:30pm

Itinerary:

Eden Council for Hope and Opportunity
Alameda County Community Food Bank
HARD - Sunset Field Rehabilitation
Eden Housing, Inc.: Harris Court Rehabilitation

6:30 pm: Regular Meeting

- I. Call to Order:** At 6:40pm, Chairperson Mendall announced that the number of Commissioners in attendance was less than the required quorum, and so the meeting could not be called to order. Consequently, the Commission would be unable to take action on any of the Agenda items; however, discussions and reports were permissible.
- II. Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance.
- III. Attendance:** Commissioners in attendance signed the Attendance Sheet.

Note: Record of attendance is kept from June 2004 through May 2005.

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
April Chan	O	7	3	7	3
Launa M. Craig	O	9	1	9	1
Ramona Flores	X	7	3	7	3
Hilda "Chris" Harris **	O	7	2	7	2
Robert Imazumi	X	5	5	5	5
Sylvia Jackson	O	5	5	5	5
Tina Jackson-Walda	O	7	3	7	3
Rodney Loche	O	7	3	7	3
Dianne McDermott	X	8	2	8	2
Al Mendall *	X	9	1	9	1
Martin Nnam	O	5	5	5	5
Glorious K. Pulliam	X	7	3	7	3
Beverly Reliford	X	9	1	9	1
Diana Schaufler	X	10	0	10	0

* Chairperson

**Term started July 2004

(Attendance, continued)

Staff in Attendance: Gail Patton, Neighborhood and Economic Development Manager
Anne Culver, Community Development Specialist

Guests in Attendance signed the Guest Sign-In Sheet.

- IV. Public Comments:** There were no public comments.
- V. Approval of March 16, 2005 Summary Notes:** The CAC's Summary Notes from March 16, 2005 could not be approved due to the lack of a quorum. However, it was noted that Commissioner Craig's total number of meetings attended should be corrected to read eight meetings instead of nine. The March 16, 2005 Summary Notes will be placed on the May 18, 2005 Regular Meeting Agenda for the Commission's review and approval.
- VI. CDBG - Funded Agency Tour De-Brief:** Commissioners who attended the Tour expressed disappointment in the number CAC members who attended. It was requested that a discussion regarding the Fall 2005 tour take place at the CAC's July 2005 Regular Meeting, for the purpose of improving Commissioner participation at subsequent tours.
- VII. Funding Process De-Brief / Preparation for the CAC Presentation at the May 3, 2005 City Council Work Session:** Commissioner Mendall pointed out that the Commission's and the staff's Final CDBG Funding Recommendations were similar in many respects, with the most noticeable difference being the CAC's Recommendation to allocate \$125,000 to EASTBAY for down payment assistance to acquire its facility, and the staff's Recommendation that the project not be funded.

There was discussion regarding recent newspaper coverage of the EASTBAY project, generally describing the surrounding neighborhood residents' opposition to the group home opening in their neighborhood. Chairperson Mendall asked Commissioners if their support of the EASTBAY project has wavered in recent weeks, in light of this controversy.

Members of the CAC expressed appreciation for the neighborhood residents' sentiments and concerns, while also acknowledging the need for programs that address the needs of Hayward's at-risk and troubled adolescents. Some Commissioners said they were favorably impressed with the EASTBAY agency's progress in the past year - for example, establishing site control. There was discussion of the staff's concern that some of the most important elements of the proposed project, such as budget and program design, cannot be evaluated yet and that the purchase of a facility is therefore premature.

Commissioners Mendall, McDermott, and Jackson-Walda volunteered to attend the May 3, 2005 City Council Work Session, to represent the CAC's perspective regarding its Final CDBG Funding Recommendations.

VIII. Annual Dinner Committee Update: Members of the Annual Dinner Committee requested that this item be placed on the May 18, 2005 CAC Regular Meeting Agenda, and that members of the Commission and City staff bring suggestions for an Annual Dinner location to that meeting.

IX. FY 05-06 Officers Nominating Committee Update: Commissioner Imazumi reported that at the CAC's June Annual Dinner meeting, the Nominations Committee will recommend the following roster of candidates for Commission officers during FY 05-06:

Chairperson: Commissioner Jackson-Walda

Vice-Chair: Commissioner Loché

Parliamentarian: Commissioner Mendall

X. How CDBG Construction Schedules Are Developed: Ms. Culver presented the City's general guidelines for determining how CDBG facilities projects are sequenced and coordinated. The highest priority projects are those that address health and/or safety issues (such as leaking roofs or playground upgrades) and accessibility improvements or repairs. Other facilities projects are implemented in the order funded, subject to the availability of City staff to manage the projects. In recent years, the number of rehabilitation staff has been reduced by approximately one-third, which has caused a backlog of projects.

XI. Volunteers on CDBG-Funded Construction Projects: Ms. Patton reported that volunteers may provide services on CDBG-funded construction projects, provided they are not participating in any paid capacity on the same project.

XII. Staff Report (Non-action items)

A. CDBG Financial Summary: The March 2005 Financial Summary will be presented at the CAC's May 2005 meeting.

B. CDBG Program Updates:

1. Program Activities at, and Operating Budget for, the Matt Jimenez Community Center (formerly the Hayward Boys and Girls Club): Representatives from the Hayward Area Recreation and Park District (HARD) - which now operates the Center - will make a presentation on this issue at the CAC's May 2005 meeting.

2. Small Business Revolving Loan Program (SBRLP): During FY 04-05 the City's Economic Development Specialist has worked with local business owners seeking assistance to expand or improve their Hayward businesses. In addition to the provision of technical assistance to existing businesses, she has referred start-up businesses to local lending institutions that provide financing for new businesses.

Two loans to downtown businesses are expected to be funded from the SBRLP before the close of FY 04-05. In the future this program will be included in the staff's monthly Financial Summary Report to the CAC.

- 3. Acquisition of 913 B Street:** This project is administered by the City's Redevelopment Agency. The seller has not cooperated with the City's acquisition efforts to-date. Consequently, the eminent domain process was initiated. CDBG funds allocated to this project are likely to be expended within four months, although the City may not actually take possession of the property for six to eight months.

C. CDBG-Related Announcements / Advisories: There were no advisories.

XIII. General Announcements:

- Copies of ECHO Housing's FY 04-05 Fair Housing audit were distributed to Commission members.

XIV. Future Agenda Items

- Update: Program Activities at, and Operating Budget for, the Matt Jimenez Community Center (formerly the Hayward Boys and Girls Club)
- Approval of March 16, 2005 CAC Summary Notes
- Annual Dinner Committee Report
- Discussion: CAC Areas of Interest/Focus
- Election of FY 05-06 CAC Officers (June)
- Update: Status of CDBG Funds at Federal Level

XV. General Announcement (Non-action Items): None.

XVI. Adjournment: The meeting adjourned at 7:45pm